Dan Price
Cheshire
Police & Crime
Commissioner

CUSTODY VISITING SCHEME

ROLE DESCRIPTION

ROLE AND RESPONSIBILITIES

To undertake the role of the Independent Custody Visitor (ICV) to make random visits, in pairs, to Police custody suites to check on the welfare of the people being detained in custody.

KEY DUTIES

1. To arrange visits with other ICVs, in-line with agreed rota.

2. To keep the Scheme Manager and fellow custody visitors informed of any problems.

3. To undertake visits to a custody suite in accordance with the Custody Visitor Scheme guidance and training.

4. To check on the conditions in which people are detained in particular their health and wellbeing and their rights and entitlements, with reference to Police & Criminal Evidence Act, Code C.

5. Where appropriate, consult the detainee's custody record to clarify and check any concerns/issues raised by the detainee.

6. To discuss with the Custody Sergeant at the end of the visit, any concerns and requests arising from the custody visit, and bring to their attention any issues relating to a detainee's welfare that need to be addressed.

7. To complete a report form on the custody visit, ensuring that all relevant information is recorded correctly, clearly and concisely.

8. To distribute copies of the report form to the appropriate people following a visit.

9. To complete and submit expense claims in-line with the scheme guidelines.

10. To attend the Cheshire and Regional ICV training seminars/conferences as appropriate.

11. To attend ICV Panel meetings.

12. To carry out the duties of an ICV with regard to the Health and Safety requirements of the ICV Scheme.